

Greene County Industrial Development Authority

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Waynesburg, PA 15370
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GCIDA Board Meeting Minutes November 9, 2021

I. The meeting was called to order at 9:00 AM. Those present were as follows:

Mike Belding, Chairman

George Scull, Vice Chairman

Cheryl Semonick, Board Member

Ernie DeHaas, Solicitor

Connie Bloom, IDA Associate

Crystal Simmons, CDBG/HOME Director

Rich Cleveland, Exec Director – County Development

Phone:

Phil Hook, Treasurer

Public:

*Greg Firely, BCES Senior Project Manager /
Environmental Scientist AMO Environmental
Decisions*

II. “If a potential conflict, you are duty bound to disclose”

III. Approval of Minutes – October 12, 2021

Mr. Belding requested a motion to approve October 12, 2021 Meeting Minutes.

Motion to approve- Ms. Semonick

Second- Mr. Scull

All in favor.

IV. Treasurers Report

a. Balance Sheet as of October 31, 2021

b. Profit & Loss as of October 31, 2021

Ms. Bloom stated there is nothing unusual with the Treasurers Report, however, Cypher & Cypher has sent over 6 pages of entries that need to be corrected in Quickbooks. She added she is also discussing with Cypher & Cypher how to enter the SIP forgivable amounts and how to correct the closing of a loan from the beginning of 2021. Mr. Scull asked if the corrections are basically clerical and Ms. Bloom stated yes, cleaning up some errors that were made. Mr. Scull asked if those were errors caught by the auditor or by Ms. Bloom. Ms. Bloom responded, a little bit of both. She continued they would come in and ask a question and after she researched it, she would inform the auditor of the finding. She stated duplicate entries would be one example of what was found.

Ms. Bloom explained there are two reports included due to the September report being tentative. She added that First National Bank will now be emailing the statements at the beginning of every month and she was able to get a print out from Community Bank, therefore, the reconciliations will be able to be completed prior to the meetings.

Mr. Belding requested a motion to approve the Treasurers Report.

Motion to approve- Mr. Scull

Second- Ms. Semonick

All in favor.

V. Deposits

Revolving Loan Payments

- a. 10/1/2021– **\$261.73**
 - i. Adam Lewis Trucking #4
- b. 10/4/2021 - **\$321.75**
 - i. Vending Solution
- c. 10/13/2021 - **\$1,219.33**
 - i. Wilson Commons - \$275.77
 - ii. Main Contracting - \$943.46
- d. 10/27/2021 – **1,050.00**
 - i. Greene County Land Development - \$700.00 (Sept/Oct)
 - ii. Greene County Land Development - \$350.00 (Nov)

SIP

- a. 10/15/2021 - **\$1,432.13**
 - i. MRIE

General Account

- a. 10/15/2021 - **\$5,000.00**
 - i. County IDA Budget – Assessment Grant
- b. 10/20/2021 - **\$2,200.00**
 - i. County Stipend – Assessment Grant

Ms. Bloom stated all payments were made on time except for Pizza Italia 1 & 2. She added she has tried to contact them with no success. She mentioned they signed for the certified letter that was mailed to them explaining they are behind. She added that their second loan is very close to being paid off. Ms. Bloom explained she is concerned because their SIP Compliance is due soon too. Ms. Simmons asked if they have shown any interest in consolidating and Ms. Bloom stated they have not reached out. Ms. Bloom added she has left messages as well as the certified mail. Ms. Bloom discussed their history of non-payment and once Ms. Reyes visited them; they did make payments. The SIP non-compliance payment was made on time and the stipend for the Community-wide Assessment Grant was deposited.

VI. Approval of Checks for Payment-

General Account

- a. DeHaas Law, LLC, Services - **\$3,075.00**
 - i. General Services – September - \$265.00
 - ii. Solar Option/Lease Services - \$2,810.00
- b. Observer Reporter - **\$59.30**
 - i. September 2, 2021 Special Meeting
- c. AMO Environmental Decisions - **\$9,138.54**
 - i. Site Specific Cleanup Grant Stipend - \$8,067.29
 - ii. Assessment Grant Stipend - \$1,071.25

Ms. Bloom explained Mr. DeHaas did submit his invoice for the work he performed on the Solar agreements. Ms. Bloom also contacted Ms. Boyd and emailed her the invoice for \$2,500 to be reimbursed per the Option Agreement. She explained the AMO invoices are coming out of the General Fund because those funds are from the stipends from the County. Ms. Bloom mentioned the remaining balance on the Assessment stipend is \$793.75 and the Clean-up stipend is

\$72.51. Mr. Belding asked what the Observer Reporter invoice was for and Ms. Bloom stated it was for the Special Meeting to discuss the Option Agreement. Ms. Simmons asked if the invoice for the Observer Report meeting notice for the EPA grants would come out of the EPA account and Ms. Bloom replied yes once it comes in.

Mr. Belding requested a motion to approve the checks for payment.

Motion to approve- Mr. Scull

Second- Ms. Semonick

All in favor.

VII. Brownfields Initiative

- a. Greg Firely, BCES Senior Project Manager / Environmental Scientist AMO Environmental Decisions
- b. EPA Cleanup Grant Update
- c. EPA Assessment Grant Update
- d. BRAC Public Meeting to follow
- e. BRAC Meeting – December 14, 2021

Mr. Firely updated the Board that the EPA grants are in the process of being written and completed. He explained the two grants are for a County-wide assessment and the Site-Specific Cleanup. Mr. Firely discussed the meeting today has been publicly advertised to receive comments. He also requested all meeting attendees sign the sign-in sheet, which will be included in the grant application. He stated he spoke with DEP and the letters regarding the grant applications should be received this week or next week at the latest. Mr. Firely mentioned the applications are due December 1st and with Ms. Simmons getting grants.gov and SAM.gov updated everything is in place.

VIII. New Business

- a. Solar Business Development
 - i. Ground Lease
 - ii. Umbrella Coverage

Ms. Bloom indicated that the Board needs to move forward on the Ground Lease. She added she did compile all the suggested changes per the Board into one document and emailed it to everyone. She mentioned the next stop would be to determine what the Board wants to submit to NJR. Mr. Belding confirmed with Ms. Bloom that all concerns and statements were incorporated and included in the last email that went out; the Board should have reviewed; and now Mr. DeHaas has it. Mr. Belding asked if Mr. DeHaas has any concerns and Mr. DeHaas replied that he would like to review it and send to NJR. He added there are still some sticking points based on the comments and he will work with Ms. Bloom. Mr. Belding stated once Mr. DeHaas reviews, he will send over the NJR for their next comments. Ms. Bloom confirmed poll of the Board is not necessary because Mr. DeHaas has all comments and Mr. Belding agreed.

Ms. Bloom mentioned in a previous discussion regarding the lease, it was brought up about umbrella coverage. Ms. Bloom stated she reached out to our agent and asked them to provide an estimate. She added the annual premium would be \$1,700, and the estimate was included in your packets. Mr. Belding suggested waiting until the Ground Lease is approved because there is no reason to add coverage currently. Mr. Belding explained it would cover us for their actions as well. Mr. DeHaas added that is it over top of your general liability coverage; you are only responsible for things you cause. Mr. Scull asked if we need it. Ms. Simmons added that any contractor who went onto the property had

to provide their insurance coverage and then asked if NJR is not wanting to provide theirs. Ms. DeHaas stated they will have their coverage but they are looking for assurance that the Authority has adequate coverage for anything for which they would be responsible. Mr. Scull stated his initial position is to say no, but the work has been done and is ready to go if needed. Mr. Belding added we could advise that we have investigated, have a cost analysis but don't believe it is a requirement. Mr. Scull said he is a no, but if it is going to "kill the deal" for \$1,700 it won't be a stopper.

b. Cooperation Agreement

Ms. Bloom explained the Cooperation Agreement was tabled during the last meeting for everyone to have a chance to review. She continued, once the Board takes action, it will need to be placed on the agenda for the Commissioners Meeting. Mr. Belding explained the Cooperation Agreement lays out the relationship between the County and the Authority.

Mr. Belding requested a motion to approve the Cooperation Agreement.

Motion to approve- Ms. Semonick

Second- Mr. Scull

All in favor

c. KIZ Resources

Ms. Bloom stated that there was a conference call with KIZ Resources and it included Ms. Simmons, Mr. Cleveland, Mr. Kelly and Ms. Bloom. She added that the call was informative and that KIZ Resources would like to come present information during a "happy hour" as well as send information on regarding a current event happening on December 9th. Ms. Simmons stated the discussion revolved around the fact that we are not providing incentives as done in the past by the CEDO. She added there is one FOZ in Cumberland Township that will be expiring soon and it is not being marketed. Ms. Simmons stated it is her understanding we are not able to register more now, but the services provided would be helpful to educate us. Ms. Simmons added she feels we need to market the FOZ we currently have. Mr. Belding asked Mr. Cleveland if the Allegheny Conference handles this and could they be a partnership and Mr. Cleveland replied the zone we have the in the County is underutilized. Mr. Scull asked where that zone is and Ms. Simmons responded Cumberland, however, she doesn't believe it was the Supervisors who registered it. Ms. Simmons stated she believes KIZ has worked with Allegheny and Mr. Cleveland said that is who Mr. Belding referred to earlier. Mr. Cleveland stated the Mon Valley Alliance has a KIZ for the industrial park. Mr. Cleveland added that Ben Brown, Mon Valley Alliance, met the Commissioners at the event held at Alta Vista Business Park and MVA wants to do a project in Greene County and now the line of communication has been established for that to happen. Mr. Belding stated we are having success in Broadband implementation and many other good things happening that have not happened before so the next possibility to do develop one of these programs.

IX. Old Business

a. Mather Parcel

i. RDA positive response

Ms. Bloom stated she received an email from Dr. Calvario after the last Redevelopment Authority Board meeting explaining the RDA agreed not to sell or convey the Mather parcel for one year. Mr. Belding recommended adding a

to provide their insurance coverage and then asked if NJR is not wanting to provide theirs. Ms. DeHaas stated they will have their coverage but they are looking for assurance that the Authority has adequate coverage for anything for which they would be responsible. Mr. Scull stated his initial position is to say no, but the work has been done and is ready to go if needed. Mr. Belding added we could advise that we have investigated, have a cost analysis but don't believe it is a requirement. Mr. Scull said he is a no, but if it is going to "kill the deal" for \$1,700 it won't be a stopper.

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calendar reminder for 1 year to revisit this parcel.

b. Robena Mine Site

Ms. Simmons stated we were part of a discussion with Mills and Company last month. Ms. Simmons asked Mr. Firely to provide any update he may have regarding recent discussions. Mr. Firely explained to the Board that Chris Mills is a Mining Engineer out of Lexington Kentucky who is very interested in buying the Robena Mine site. He added that during a phone conversation with DCED Mr. Mills asked who to contact to send a letter of intent because he wants to buy Robena Mine site. Mr. Firely explained he wants to redevelop the site and which would create hundreds of manufacturing jobs. Mr. Firely thinks it's in the best interest of the County set up a line item on RACP to help assist Mr. Mills as an incentive. Mr. Cleveland asked Mr. Firely if there is a line item on there and Mr. Firely replied not for this. He added all of our line items on RACP have sites name, we don't have an overall general economic development line item. Ms. Simmons stated she pulled the RACP items and reviewed them with Tereasa. She offered to revisit the email. Mr. Cleveland added since the Governors term is coming up this is the last round they will have until the "change in the guard". Mr. Firely asked once a line item is added its good for five years and Mr. Cleveland replied ten. Mr. Firely stated the first step is to get it onto a line item and approved then the next step is an application to DCED. Mr. Firely added when applying you can name the site, just state a region or even call it coal mine land and leave it vague. Mr. Belding mentioned the Federal Government is using the term Coal Communities. Mr. Firely explained his is leaning heavily on low-to-moderate income as well as overlooked rural areas in his description for Environmental Justice. Mr. Cleveland confirmed this is the site that has the playbook and Mr. Firely agreed and added the state is invested in this site so now is a good time to move forward. Mr. Scull asked what we need to do and who will do it. Mr. Cleveland replied we need to look into the line item and contact the Camera Bartolatto or Pam Snyder. Mr. Cleveland stated usually there is a line item so general and Mr. Firely offered to get Mr. Cleveland language that would cover anything we would need. Mr. Firely suggested pursuing \$5 million. Ms. Simmons advised Mr. Hook she did have the appendices for the playbook and had emailed them to him. Mr. Hook stated he received them yesterday from the DCED, but her effort was appreciated. Mr. Cleveland asked if Mr. Mills would put up the match and Mr. Firely responded ideally, he would. Mr. Firely added there would be no money coming from the County and these work as an incentive. Mr. Belding asked Mr. Firely to get the information to Mr. Cleveland so he can get it submitted. Mr. Cleveland said he would reach out. Mr. Belding asked Mr. Hook if he had any comments and Mr. Hook added he another developer was interested in the site, but not really sure.

c. Iron Senergy

Ms. Bloom indicated a response was sent by Mr. Kelly in regards to a project request from Pittsburg Regional Alliance for a manufacturing company and the project would create 13 new jobs to start. Mr. Belding added this is the fifth or sixth one of these and the products that are being sent are done well.

d. Greene Site Search – Realtor Reach Out

Ms. Simmons stated the GIS Workgroup meeting is coming up and should have responses from the interview committee by the close of business today so the interviews can be scheduled. She added the goal is to hire as soon as possible because the contract with GeoDecisions would need to be renewed in December. Ms. Simmons explained Greene Site Search is included in the GIS Coordinator's job description as well as Vision management. Ms. Bloom added the Commissioners approved to fund Greene Site Search through the County at the last meeting. Mr. Belding stated that is being paid through the County because there are so many people who share that data.

Ms. Simmons stated as far as Realtor Reach out, the option to have their logo and contact information on Greene Site Search listed property is available. Mr. Cleveland stated he has a contact who is willing to reach out if that is what we want to do. Mr. Cleveland stated there is a list that someone put together a while back and Ms. Simmons mentioned most of us in the department has worked on it at some point. Mr. Cleveland asked how many were listed and Ms.

Simmons said she thinks around seventeen. Mr. Cleveland suggested confirming the number of realtors and then look into a venue.

Mr. Belding stated since we are talking about money the Commissioners also approved the transfer of the SIP money and Ms. Bloom stated the check is in the folder for signatures.

Mr. Belding asked the status of the summit that was discussed previously. Mr. Cleveland stated it was mentioned holding the summit at EQT. Ms. Bloom mentioned it is an agenda item for a different meeting and Ms. Simmons added it is the Development Discussions meeting. Ms. Simmons also mentioned another item that is on the agenda is the Secretary Luncheon and it maybe it is time to move forward with hosting the event.

X. Public Comment

None

XI. Executive Session

Mr. Belding requested a motion to move into Executive Session at 9:37 am.

Motion to approve- Ms. Semonick

Second- Mr. Scull

All in favor

Mr. Belding requested a motion to move out of Executive Session at 9:43 am.

Motion to approve- Mr. Scull

Second- Mr. Hook

All in favor

Mr. Belding stated there are no actionable items from the Executive Session.

XII. Next Meeting – December 14, 2021

XIII. Adjournment

Mr. Firely stated that Mr. Cleveland reviewed the RACP information and there is a line item that is vague and should be able to be used. Mr. Belding asked if we need to tell anyone and Mr. Cleveland replied he will contact Teresa (Delta) and let her know as well as Pam (Snyder) and Camera (Bartolotta). Mr. Belding asked if there is enough money on that line item and Mr. Firely replied it is \$5 million. Mr. Cleveland said since we have the line item it eliminated a huge step in the process. Mr. Cleveland asked Mr. Firely to communicate the need for a commitment for the match from Mills and Company.

Mr. Belding requests a motion to adjourn the meeting at 9:46 am.

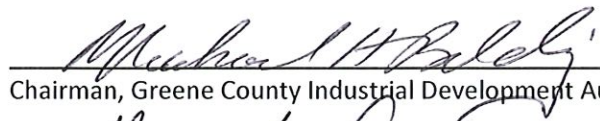
Motion to approve- Mr. Scull

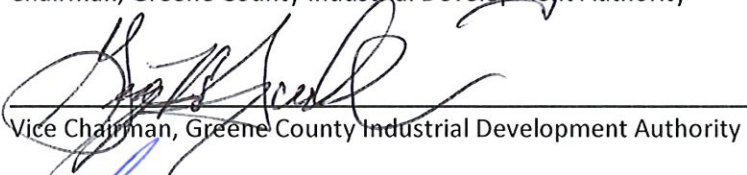
Second- Ms. Semonick

All in favor.

MEETING MINUTES CERTIFICATION

We, the undersigned, agree that the minutes taken above were approved in their entirety by the Greene County Industrial Development Authority on December 14, 2021


Chairman, Greene County Industrial Development Authority


Vice Chairman, Greene County Industrial Development Authority


Secretary, Greene County Industrial Development Authority